

TOWN OF CHATHAM
488 State Route e295
Chatham, New York 12037

TOWN BOARD MEETING MINUTES
May 20, 2021 @ 6:30PM

GOOGLE MEET: meet.google.com/isp-ynux-xzb

JOIN BY PHONE: (US) [+1 304-837-2072](tel:+13048372072) PIN: 667 105 644#

PRESENT

Supervisor Donal Collins , Councilmembers Vance Pitkin, Abi Mesick, John Wapner, Kevin Weldon, CAATS Tammy Shaw, Town Clerk Beth Anne Rippel, Rec. Director Mike West, Highway Superintendent, Jeff Antalek, Town Attorney Tal Rappleyea

➤ **CALL TO ORDER**

Collins called the meeting to order at 6:33PM and led the pledge to the flag,

➤ **PUBLIC COMMENT**

None

On a motion by Supervisor Collins, second by Councilman Weldon and carried the Board entered Executive Session at 6:33 PM for the purpose of conducting interviews for Assessor pursuant to Public Officers Law §105 (f).

On a motion by Supervisor Collins, second by Councilman Weldon and carried the Board left Executive Session at 7:13PM.

SPECIAL PRESENTATION:

Matt Wood of The Morris Memorial Association: Prospects for Morris Memorial-Town of Chatham Collaboration.

PROPOSED VISION

+Shift Morris programming from only youth recreation to overall community health and wellness. This would include programming for the arts.

+A community center at Crellin would attract people to the park.

+That pull can help connect Crellin Park with the Village, PS21, and other future projects on the Route 66 corridor.

+Current projects in development will be attracting more people to the north-end of the Village, getting them one step closer to Crellin.

COMMUNITY CENTER

- +We envision a “YMCA style” facility
- +Multi-sport and divisible gymnasium
- + Would include an indoor walking and running track
- +Multi-purpose rooms for use by: + Community groups, fitness classes, lectures, etc.
- +Indoor performance space, including a stage
- +Fitness center with weightlifting and cardio equipment
- +Crellin Park would be the year-round hub of recreation in the

TOWN AND VILLAGE OF CHATHAM PROPOSED PLAN

- +The Morris will sell current building on Park Row
- +Town of Chatham transfers control of Crellin Park to The Morris either through sale of the property or 99 Year renewable lease
- +The Morris takes over recreation offerings provided by Town, including Crellin Park and summer program
- +Town creates a recreation fee which is passed to The Morris
- +Potential to have Town sell “New Town Park” to fund Community Center construction

DISCUSSION ensued.

Questions arose regarding “alienation of park land” and whether or not it was necessary; the possible need to find alternative land for a public park, funding and the need for the Town to commit to some level of funding for the Proposal. Supervisor asked Wood if he had any “benchmarks” from other communities who have community centers. Wood responded that they would expect 3 million dollars but probably closer to 5 million based on some initial quotes. If you (the Town) starts adding on like space for a town hall, which they aren’t opposed to, it could add up.

Supervisor: And if the town was responsible for the construction and you (the Morris) were a contractor, would you still keep the Park Row facility?

Wood: It would depend in terms of what you mean as the contractor, I don't think we would have any interest in running the summer program or the park program without operating day to day and the building. If we didn't have control over the building we would probably pursue the renovations that are at our current location or try to find it suitable parcel elsewhere.

Conversation continued.....

Dean West: Morris Board said this boils down to two things: does this make sense for everyone. This is a great opportunity requiring a lot of effort. 2. Long term funding

Wood: The Morris Association is trying to decide which route to take and whether or not this is feasible. They would like to know if this is something they could coordinate with the Town.

Supervisor: We have a proposal and would like to have another discussion at the next workshop meeting;

we're going to start generating questions. We'll look to form an initial group to discuss these avenues; how to be involved in this, especially with all of the mentions of rentals, leasing and sales.

CORRESPONDENCE:

1. NYS Ag & Markets

Re: Dog Control Inspection Report

➤ **SUB-COMMITTEE REPORTS**

1. Report by Councilman Weldon and Councilman Pitkin: Park & Recreation Committee.
Weldon: continuing trail, Children's Garden being prepped, pavilion rentals coming in, tennis court lights are now functional and are working on coin operated system for them that would operate during selected hours. Discussion gain on the sound system.
2. Report by Supervisor Collins: Finance & Planning Committee.
Supervisor: We've been discussing the AUD report and we are currently looking at with a huge boost. We had a meeting with the accountants and we involved Jeff Antalok because again we have that road grader issue that was suspended due to covid, Capital purchase. We recently received chips money which gave us a massive boost to our DB fund balance. We approached the accounts with the purchase options for the road grader and it was Bucci's advice that instead of pursuing bonding over 10 years and paying interest, we have enough within our fund balance to both pay for a road grader and pay for the up-front cost of the Albany Turnpike traffic light which is a reimbursable item.
Levow: they discussed EVCS and the fact that it costs the Town money. How many users does it get on a monthly basis? Weldon said he'd have that for the next meeting.
3. Report by Councilman Weldon: Climate Smart/Action Task Force Committee.
Weldon: We've raised our rates for the EVCS from 28 cents to 37 cents, which by their pricing tool from Charge Point is equal to what a driver's is paying \$2.90/gallon of gasoline.
Weldon reported that the big focus has been on Solarize Chatham with moderate success but it does mean that we are now eligible for \$5,000 grant for climate projects.
4. Report by Councilwoman Mesick: Communications Committee.
Mesick reported that the Committee is gathering information for the intermediate newsletter and if there is anything anyone wants to include send it along. Melissa Pollack requested an email blast about Solarize Chatham. Collins made a **MOTION** to send out an email blast on Solarize Chatham seconded by Weldon and carried. For signing up for Solarize Chatham the Town will be getting a check for either \$25 or \$50, depending on which provider they go with.
5. Report by Councilwoman Mesick: Comprehensive Plan Update Review Committee.
Mesick reported (via Jeannie Bowerman) that Michael Allen is going to tour the town. Jeff Cox has worked on breaking down the Town into different areas and then he'll be visiting those areas with members from the Committee. The first public meeting will be held at PS21 on June 5 from 3-5PM.
6. Report by Councilman Pitkin: Broadband Committee
Pitkin reported that there is not a lot to report. They're still awaiting more info. on federal funding. They are waiting for an estimate from Spectrum on the cost to provide service to specific addresses.

➤ **REPORTS:**

1. Assessor – no report
2. Code Enforcement/Building Inspector – no report
3. Dog Control – no report
4. Environmental Management Council – no report
5. Finance Department – on file

6. Highway Department – on file
7. Justice Court on file
8. Office of the Aging Advisory Board – no report
9. Supervisor's Report – on file
10. Town Clerk – on file

➤ **NEW BUSINESS:**

1. 2020 AUD Report

Supervisor: reported that the fund balance is healthy in DB and we're looking to pursue the road grader. We're maintaining 40% fund balance as per policy and then we have an overage due to the recent influx of chips money. We have an overage of 672,000. That's been recommended in this case to bring us back in the line and closer to the fund balance policy that we can use some money to buy the road grader in cash as opposed to paying an interest rate over a 10 year, bond or similar. We're looking at 299,000, which is actually cheaper than what we went for before covid. This is something that we can swing. Another big purchase we have, but it's a refundable one, is the Albany Turnpike traffic light which we're going to have to pay for upfront cost of a projected 326,000. 306,000, which we will get back. One, part of the \$306,000 is a \$100,000. grant from DASNY. If we look at our fund balance in DA we're healthy. But we've used quite a bit of fund balance in the last two years to cover taxes, it may be time to reconfigure our approach on that, which we're going to start doing very shortly with very preliminary budget meetings. But what we're going to do moving forward with trying to get away from our reliance on fund balance. The B fund is very healthy as far as building permit applications, that'll help to bolster the general fund. We do have a healthy fund balance there. Mortgage taxes bailed us out last year and this year already, but can we rely on that with a court income? We do have to be aware that the A fund we have a buildings reserve for buildings line item and we do have buildings that need maintenance. We have everything the Crellin Park north pavilion that needs. We have asphalt at the Town Hall. At the Percy Hill salt shed the footings are taking a serious beating and we may look to replace that with concrete so that might deplete that fund balance in A.

➤ **OLD BUSINESS:**

1. Update: Albany Turnpike Bridge Traffic Light Project

- DASNY
 - Preconstruction Meeting coming up and construction should be starting in June.
2. Crellin Park Swimming lesson protocol: West reported that this entails breaking our typical hour long swimming instruction classes into three, 40-minute long sessions, allowing us to accept fewer number of participants into each class, making it more practical to socially distance during lessons. This is the last set of Camp related, protocols to be submitted; shortened classes with fewer individuals in the water for managing socially distance instructions.
 3. Crellin Park Swimming Lesson Fee Increase: West reported the fees are as follows: Resident, \$75/ 3 week session, Non-resident\$150/3 week session.
 4. Crellin Park 2021 Farmers Market: West had nothing new but continued discussion

by the Board. Non-profit vs. regular hourly fees, commercial enterprises, dumpster use and fees if any and the need to be consistent.

➤ **PENDING DISCUSSIONS FOR WORKSHOP MEETING:**

1. Crellin Park Master Plan Design
2. Solar Draft
3. Timber Harvest Permits
4. Cannabis

➤ **RESOLUTIONS:**

1. Resolution #113-21: To accept the Town Accountant's Financial Supervisor's Report.
Offered by Collins and seconded by Weldon

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

2. Resolution #114-21: To accept the Financial Abstract as presented to pay the Town bills.
Offered by Weldon and seconded by Wapner

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

3. Resolution #115-21: To approve Town Board Meeting minutes of April 1, 13, 15 2021.
Offered by Weldon and seconded by Mesick

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

4. Resolution #116-21: To approve Supervisor Protocol.

WHEREAS, the Town Board of the Town of Chatham authorizes and delegates to the Town Supervisor, powers and duties of day-to-day administration and supervision of all Town and special district facilities and employees consistent with all state, federal and local laws, resolutions and policies, and

FURTHERMORE, in an effort to keep the Town Board apprised of various particulars of the Supervisor's work, the Supervisor shall send memos to the Town Board members regarding such issues as employment changes, financial approvals of import or any other weighty matters. For more general issues, the Supervisor shall give a monthly report during a regular Town Board meeting summarizing the issues he/she dealt with. Furthermore, the monthly report should include an update containing pertinent information from the County Board of Supervisors and any County Committees our Supervisor sits on, and

FURTHERMORE, as the Town Supervisor is a de facto member of all Citizen Advisory Committees and in light of the significant amount of input from such Committees that aid the Board in the governance of the Town, it is suggested that the Supervisor attend Citizen Advisory Committee meetings when the Supervisor believes his/her attendance will move the work of the committee forward or when an Advisory Committee has requested that attendance would be beneficial. The Board strongly encourages the Supervisor to perform these duties as the Supervisor acts as the central coordinator for all town government activities. As needed, the

Supervisor may ask the Deputy Supervisor, Board members, staff and /or advisory committees to help with various projects or engagements. However, with this said, a town board may not abdicate or surrender its basic statutory responsibilities to the Supervisor, and

THEREFORE, BE IT RESOLVED, that the Chatham Town Board authorizes and delegates to the Town Supervisor the power and duties listed above.

Motion Made by Mesick and Seconded by Wapner

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

5. Resolution #117-2021 to set swim lesson fees

WHEREAS, the Town Board realizes the increasing cost the Town incurs to run the Summer Recreation Program at Crellin Park; and

WHEREAS, the Town Board agrees there needs to be an increase in swim lesson registration fees to assist in this cost; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board authorizes the cost increase for Swim Lesson Registration Fees, effective 2021, as follows:

- SWIM LESSON FEES

Town of Chatham Residents: \$ 75.00 per child

Non-Residents: \$ 150.00 per child

Motion Made by Weldon and Seconded by Pitkin

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

6. Resolution #118-2021 to approve contract with CABA/farmer's market

Whereas, the Town Board has the goal of supporting efforts that increase appropriate use of Crellin Park as a center for community and family recreational activities, and

Whereas, the town board strives to support community farming and other small businesses, and

Whereas, there is a time constraint involved in Crellin Park hosting the Farmers Market sponsored by CABA, and

Now, Therefore Be It Resolved, that for the 2021 Farmer's Market season the Town of Chatham will use the existing contract for events held at Crellin Park with a specific fee, and

Further Resolved, CABA will pay a flat fee of \$250.00 for the 2021 Farmer's Market and only be responsible for putting their garbage in the dumpster and cleaning the pavilion and bathrooms at the end of each Friday evening.

Motion Made by Weldon and Seconded by Wapner

Discussion

Mesick stated that although she is excited about having the farmers market at Crellin she feels that the \$60.00 non-profit should be applied here, it's fair.

Pitkin said that we could get more but let's let it go this year and discuss again for the next summer season. Pitkin is excited about having the farmers market at the Park.

West said that CABA would be paying the fee this year.

Wapner said that we should move forward with this as is, we should do it to help them out.

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

Mesick voted AYE but its disappointed that the Board didn't agree to \$60.00

7. Resolution # 119-2021 to appoint sole assessor

WHEREAS, Daniel Horst, current Town Assessor, has submitted his letter of resignation to the Town, effective July 1, 2021, making the Assessor position vacant, and

WHEREAS, as prescribed in the Real Property Tax Law (RPTL) §310, Sole Appointed Assessor appointments shall be for a six-year term of office with the current Town Assessor's term October 1, 2019 through September 30, 2025, and

NOW, THEREFORE, BE IT RESOLVED that Kim Smith of 206 Kingman Road, Nassau, New York is hereby appointed to serve out the six-year term as the Sole Appointed Assessor of the Town of Chatham for the period effective June 1, 2021 through September 30, 2025 at a salary to be determined at the Town's organizational meeting in January of each year.

Motion Made by Collins and Seconded by Mesick

VOTE

AYE: Collins, Pitkin, Mesick, Wapner, Weldon NAY: None Resolution adopted

➤ **CONDUCT ANY OTHER BUSINESS THAT COMES BEFORE THE TOWN BOARD**
None

➤ **PUBLIC COMMENT**
None

➤ **MOTION TO CLOSE MEETING**
Motion was made by Collins and seconded by Weldon to adjourn at 8:57PM Motion carried

Respectfully submitted by, Beth Anne Rippel, RMC Town Clerk